

## Secretariat of Wexford Public Participation Network (PPN)

### **Minutes of Secretariat Meeting for the Wexford Public Participation Network (PPN)**

**Held on Monday 7th September 2020 at 10.00am using Microsoft Teams**

#### **Attendance:**

##### PPN Secretariat Members:

Mr. Pat Rath	Community & Voluntary Sector
Mr. John Carr	Wexford Municipal District
Mr. Kevin Molloy	Gorey Municipal District

##### Technical Difficulties

Mr. Jonathan King	Community & Voluntary Sector (Facilitator)
Ms. Ann Lacey	New Ross Municipal District
Mr. David Doyle	Community & Voluntary Sector
Mr. Bernard O'Leary	Enniscorthy Municipal District

##### Apologies:

Mr. Noel Stacey	Social Inclusion Sector
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##### Other Attendees:

Clodagh Connolly	PPN Support Officer
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#### **1. Minutes of previous PPN Secretariat meetings**

The minutes of the PPN Secretariat meeting of 6<sup>th</sup> July 2020 were agreed, as proposed by Pat Rath and seconded by John Carr.

#### **2. Correspondence:**

- E-mail from DRCD dated 3<sup>rd</sup> July – 4<sup>th</sup> National PPN Conference Arklow, 13<sup>th</sup> & 14<sup>th</sup> May 2021
- Letter from Mr. Paul L'estrange, Chief Officer, Community Section, Wexford County Council, dated 23<sup>rd</sup> July 2020 – Invitation to nominate one representative from the Community and Voluntary Pillar to join the LCDC for the Wexford County Local Authority Area. It was proposed by John Carr that postal votes be used for this purpose and that the nomination process should begin with deadline specified. Seconded: Pat Rath
- **Action:** SO to issue call for nominations

- E-mail from Noel Moore, Creative Design and Print dated seeking confirmation of diary order for 2021: John Carr proposed that PPN SO seek quote and compare to cost in 2019. Proceed if cost has not increased substantially. Seconded by Pat Rath

**Action:** SO to seek quote

- E-mail from DRCD dated 6<sup>th</sup> August 2020 – Saolta programme providing training and education linking UN’s sustainable Development goals to local groups in Ireland
- Email from Caoimhin O’Tuathail, DRCD, dated 20<sup>th</sup> August 2020 re. Broadband Connection Points. Kevin Molloy felt that a wider conversation about broadband and connecting people in what is a new world set-up is required . Pat Rath agreed and noted that because of a budget surplus that the possibility of rolling out training to communities might be worth exploring. Kevin Molloy stated that he thought it counter-productive to train organisations in methodology (Zoom) that is not approved by Local Authority.

**Action:** PPN SO to investigate if there is a possibility of adding Microsoft Teams Training to current Zoom training piece.

### 3. **PPN Report:**

The PPN SO informed the Secretariat that she had spoken with her predecessor, Ann Marie Laffan and that whilst most of the groundwork had been completed, due to staff changes a draft was not currently available to view.

**Action: PPN SO**

### 4. **Representation and Secretariat:**

The importance of proceeding with elections given the fact that current restrictions are likely to be our new normal for possibly the next year or longer was raised by Kevin Molloy. John Carr suggested that elections should be carried out by way of a postal vote.

**Action:** PPN SO to research how other PPN’s are currently handling elections.

## 5. Covid-19 & Supports for members

The PPN SO informed members of the recent distribution of Covid-19 re-opening support packs and the overwhelmingly positive feedback received from members. Demand was such that not all organisations could be facilitated. In light of this the PPN SO submitted a CEP grant application to secure additional funding of €2,500 to enable a second round of distribution to those organisations not previously included. Confirmation has been received that the grant application was successful.

**Action:** PPN SO to organise second round of distribution

## 6. Plenary Meeting & Other meetings:

The members had a discussion on how Plenary and other meetings should be conducted given current restrictions which were likely to last for the foreseeable future. A discussion ensued re. various types of software that might be utilised. John Carr emphasised that whatever approach was taken it was imperative that training occur before any IT based solution is agreed. Pat Rath spoke about the importance of adapting an effective methodology to connect with people regardless of age, location etc. John Carr undertook to research costs, equipment required etc.

**Action:** John Carr to conduct further research

## 7. Community Wellbeing

Pat Rath proposed that Jonathan King should take on the role as PPN representative whilst acting as facilitator. Seconded by John Carr and agreed by Jonathan King. Pat Rath went on to explain that he felt it is imperative that going forward a representative from the Disability Sub-Committee rotate the role given the fact that older people and people with disability would be in a position to provide the best representation providing true feedback from volunteers in the community.

**Action:** SO to inform Annette Dupuy, Healthy County Committee.

## 8. Disability Sub-Committee

PPN SO provided an update with regard to work carried out by Salesforce linking members to disability sub-committee/linkage groups confirming that Salesforce had completed this work. The next step is to send an email to members asking them to “opt in”. Salesforce support will test the email and link before “going live”. Pat Rath requested that a Disability Sub-Committee meeting be organised.

**Action: PPN SO to organise next Disability Sub-Committee meeting.**

**Update on Budget/Finance**

9. Members were provided with Meeting Outcome of the Finance Review Meeting, 13 July 2020.

10. **SERDATF Report**

Following technical difficulties Anne Lacey was unable to speak to the Secretariat about the SERDATF report. John Carr suggested that PPN SO email Anne and request that she forward a copy of the report which can then be circulated to Secretariat members.

**Action: PPN SO to contact Anne Lacey**

11. **AOB**

The PPN SO presented a PPN membership application from Ballyhogue Residents Association for approval.

Approved: Kevin Molloy. Seconded: Pat Rath

PPN SO asked whether Secretariat members would be willing to allow her to share their contact details with Catherine O'Toole, Development Officer, Irish Environmental Network who is hosting a webinar on creating a Wellbeing Statement. John Carr suggested that as Jonathan King had worked on the final piece of the well-being statement he would be in the best position to contribute.

**Action: PPN SO to contact Jonathan King**

The facilitator of the next meeting is Jonathan King. The next meeting will be held at 10.00 on 5<sup>th</sup> October using Microsoft Teams.